



## ARIZONA BOARD OF APPRAISAL

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AUG 13 2004

ARIZONA BOARD OF APPRAISAL

August 6, 2004

Joyce A. Buchta  
Certified Residential Appraiser No. 20587  
419 W. Behrend Dr.  
Phoenix, Arizona 85027

Re: Board of Appraisal Case No. 1648

Dear Ms. Buchta:

As you know, the Board received a complaint regarding an appraisal that you performed on property located at 2007 N. 87<sup>th</sup> Street in Scottsdale, Arizona, with an effective date of August 27, 2003. In addressing this matter, the Board reviewed the complaint, your responses thereto, the appraisal, supporting workfile, and investigative report. A copy of the investigator's report was previously provided to you.

The Board finds that your appraisal development and reporting violate the following standards of the Uniform Standards of Professional Appraisal Practice (USPAP), 2003 edition:

SR 1-1(b) - In developing a real property appraisal, an appraiser must not commit a substantial error of omission or commission that significantly affects an appraisal.

SR 1-2(e)(i) - In developing a real property appraisal, an appraiser must identify the characteristics of the property that are relevant to the purpose and intended use of the appraisal, including its location and physical, legal, and economic attributes.

SR 1-2(g) - In developing a real property appraisal, an appraiser must identify any extraordinary assumptions necessary in the assignment.

SR 2-1(a) - Each written or oral real property appraisal report must clearly and accurately set forth the appraisal in a manner that will not be misleading.

SR 2-1(b) - Each written or oral real property appraisal report must contain sufficient information to enable the intended users of the appraisal to understand the report properly.

SR 2-1(c) - Each written or oral real property appraisal report must clearly and accurately disclose any extraordinary assumption, hypothetical condition, or limiting condition that directly affects the appraisal and indicate its impact on value.

SR 2-2(b)(viii) - The content of a Summary Appraisal Report must be consistent with the intended use of the appraisal and, at a minimum, state all assumptions, hypothetical conditions, and limiting conditions that affected the analyses, opinions, and conclusions.

Departure Rule: The appraiser departed from the following development and reporting Standards Rules: 1-1(b), 1-2(g), 2-1(a), 2-1(b), 2-1(c), and 2-2(b)(viii). These Standards Rules contain binding requirements from which departure is not permitted.

Ethics Rule - Record Keeping: An appraiser must prepare a workfile for each appraisal, appraisal review, or appraisal consulting assignment. The workfile must include the name of the client and the identity, by name or type, of any other intended users; true copies of any written reports, documented on any type of media; summaries of any oral reports or testimony, or a transcript of testimony, including the appraiser's signed and dated certification; and all other data, information, and documentation necessary to support the appraiser's opinions and conclusions and to show compliance with this Rule and all other applicable Standards, or references to the location(s) of such other documentation.

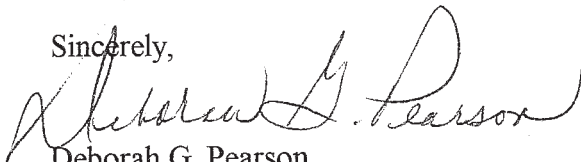
An appraiser must retain the workfile for a period of at least five (5) years after preparation or at least two (2) years after final disposition of any judicial proceeding in which testimony was given, whichever period expires last, and have custody of his or her workfile, or make appropriate workfile retention, access, and retrieval arrangements with the party having custody of the workfile.

In lieu of further proceedings, and pursuant to Arizona Revised Statutes (A.R.S.) §32-3632(B) and Arizona Administrative Code (A.A.C.) R4-46-301(C), the Board is willing to resolve this matter with this letter of due diligence, if you agree to remedy these violations through exercising greater due diligence in appraising similar properties in the future, **and by successfully completing at least 15 hours of qualifying (with exam) continuing education in report writing within 12 months from the date of this letter.** The course(s) may be used toward your continuing education requirements for renewal during your next licensing period. A letter of due diligence is a disciplinary action and is a matter of public record in your Board file.

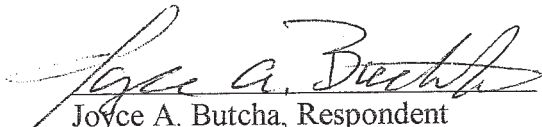
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If you accept these terms, please execute this document by your signature below. Please return the original signed document to the Board at 1400 W. Washington, Suite 360, Phoenix, Arizona 85007, **on or before August 20, 2004**. If you do not accept these terms or do not return this original document on or before the specified date, the Board will conduct further proceedings, which may result in disciplinary action.

Sincerely,

  
Deborah G. Pearson  
Executive Director

ACKNOWLEDGED AND AGREED

  
Joyce A. Butcha, Respondent  
8/12/04  
Date

c: Elizabeth A. Campbell, Assistant Attorney General